

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD: JULY 1, 2003 - JUNE 30, 2004**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Public Safety Group

Division/Unit: Office of Emergency Services

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	5	Hours	2305	X	\$17.19	=	\$39,622.95
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Types of work performed by GENERAL VOLUNTEERS in this category:

Resource Manual

General Office. SDO Binders, New Employee Binders

Assistance with the Community Emergency Response Template binders

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	0	Hours	0	X	\$17.19	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels [VCL]. If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
_____	_____		_____		<u>\$0.00</u>
_____	_____		_____		<u>\$0.00</u>

No. Vol.	0	Total Hours	0	Total Value	\$0.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
<u>5</u>	<u>2305</u>	<u>\$39,623</u>
<u>0</u>	<u>0</u>	<u>\$0</u>
<u>0</u>	<u>0</u>	<u>\$0</u>

TOTALS:	5	Total Hours	2305	Total Value	\$39,622.95
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: Nextel Cellular Phone Value: \$580.00

Item Donated: Mileage/Office Supplies Value: \$1,117.84

Item Donated: PC Annual Expense Value: \$2,520.00

Item Donated: Workstation/Cabinets (one-time) Value: \$8,000.00

TOTAL VALUE = \$12,217.84

4. VOLUNTEER PROGRAM COSTS:

a.

Cost of direct supervision of Volunteers (total hours of direct supervision multiplied by the hourly rate of staff person[s] directly supervising program volunteers.)

Hours 21 X Rate \$28.62

\$601.02

b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator[s]). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours 14 X Rate \$45.40

\$635.60

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c. Other program costs (training materials/supplies, recognition costs, etc.):

Item : _____ Cost: _____

Item : _____ Cost: _____

Item : _____ Cost: _____

TOTAL OF OTHER PROGRAM COSTS =

\$0.00

d. TOTAL OF PROGRAM COST (4a+4b+4c) =

\$1,236.62

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a Total Dollar Benefits of Volunteers, Item 2d \$39,622.95

b. Total of Donations to Volunteer Program, Item 3 \$12,217.84

c. Subtract Total of program Costs, Item 4d \$1,236.62

TOTAL PROGRAM BENEFIT:

\$50,604.17

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6. RECRUITING:

Please describe your recruiting programs:

We recruit for student interns at various colleges and universities including SDSU and USD.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2004-05:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

We will continue to recruit student interns from colleges and universities who will assist us with developing Community Emergency Plans.

9. GENERAL INFORMATION:

Name of person completing report:

Teresa Pizarro

Phone:

858-715-2208

Mail Stop: 0-25

E-Mail:

teresa.pizarro@sdcounty.ca.gov

Volunteer Coordinator:

Dawn Kay

Phone:

858-715-2211

Mail Stop: 0-25

E-Mail:

dawn.kay@sdcounty.ca.gov

10. DEPARTMENT CERTIFICATION:


DEPARTMENT HEAD SIGNATURE

7/15/04
DATE

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